

ARROWHEAD REGIONAL MEDICAL CENTER

POLICY DESCRIPTION FORM

Department/Group: Arrowhead Regional Medical Center Budget Code: EAD MCRTitle: Restoration of 76 Positions Within 27 Classifications – Patient SupportPRIORITY: Rank 2 of 11 FUNDING: Full Year ☒ Other ☐ _____ MonthsITEM STATUS: Restoration ☒ Program Change ☐ Workload ☐

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

See Attached.

APPROPRIATIONS

Salaries & Benefits (attach additional page if required)

2003-04

Ongoing
2004-05

\$ 1,986,318

\$ 2,184,949

CLASSIFICATIONS

Budgeted Staff	Title	Amount
0.9	Burn Care Tech	28,923
8.08	Clinic Assistant	263,539
1.0	Clinical Biochemist	96,815
1.5	Clinical Therapist I	102,995
.05	Con Home Health Reg Therapist	5,623
0.03	Cont CMC Nuclear Med Tech On C	1,518
0.25	Con Physical Therapist 0-18	18,690
2.3	Con Respiratory Care Therapist	152,521
0.3	Cont Spec Procedures Rad Tech	18,824
0.25	Cont PT Speech Therapist 36+	18,605
0.5	Home Health Aid	11,209
1.0	Hospital Services Worker	26,418
0.8	Laboratory Assistant	19,270
2.0	Laboratory Tech	131,850
2.0	Occupational Therapy Asst.	118,076
1.09	Occupational Therapist Supervisor	80,554
.04	Phlebotomist	1,172
0.2	Phlebotomist Trainee	4,274
2.0	Physical Therapist Aide	72,496
0.5	Physical Therapist I	27,641
6.3	Respiratory Care Practioner	447,498
1.0	Social Services Practioner	63,510
1.0	Special Procedures Rad Tech	72,034
2.0	Sterile Processing Tech I	67,384
1.0	Sterile Processing Tech II	33,389
1.0	Surgical Technician	37,016
1.0	Ultrasound Tech	64,464

Services & Supplies

Other (specify) _____

Equipment

FIXED ASSETS

Item	Amount
_____	_____

Reimbursements (specify) _____

Total: \$ 1,986,318 \$ 2,184,949

REVENUE (specify source)

Patient Services

1,986,318 2,184,949

Total: \$ 1,986,318 \$ 2,184,949

LOCAL COST \$ 0 \$ 0

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Policy Item #2 of 11 - Restoration of 76 Within 27 Classification – Patient Support

Patient Support Services – the positions listed provide vital patient care to the hospital. Each classification has specific duties and priorities related to patient care including staff support and unit functions. By not restoring these positions, the hospital will be faced with a potential inability to provide quality patient care and maintain the state mandated staff to patient ratios.

The hospital is governed by several regulatory agencies that are at liberty to survey the hospital at any time. These positions are assigned to all 3 shifts and provide critical support to all medical staff, including physicians.

In order to meet regulatory requirements, these positions are responsible to ensure that physicians' orders are processed, laboratory tests are completed, nutritional assessments are conducted, pharmacy orders are completed, rehabilitation services are ordered, and advance directive information is communicated to patients.

Sterile Processing Technicians

Provide essential sterilization and decontamination of instruments used in daily patient care procedures. They also inspect, test, sort, assemble, package, distribute and collect a variety of reusable medical and surgical equipment, instrumentation and supplies; and fill inpatient and outpatient prescriptions (doctor's orders) for medical supplies and equipment. In 1999, the workload increased by 50% and required the department to operate three shifts instead of two.

Phlebotomist and Laboratory Technologists

The department had been using PSE and extra help Phlebotomy positions. The department requested 6 regular Phlebotomy positions in the 2002-03 budget to replace a number of extra help Phlebotomist positions working full-time plus overtime. Without the collection of blood specimens from patients, physicians will not be able to assess, determine diagnoses and deliver patient care. Laboratory Technologists run a variety of tests (hematology, chemistry, blood bank, bacteriology, and serology) on patient specimens to assist the medical staff in determining patient diagnoses and deliver appropriate patient care.

Clinical Bio-Chemist

This unique clinical function is vital for the clinical chemistry section of the laboratory. As the resident expert, the position develops all new procedures in chemistry, instructs Laboratory Technologists in clinical chemistry theory, and maintains and develops complex quality control in chemistry. The incumbent in that position has retired and currently occupies a part-time extra help position (#73522) while we attempt to recruit to get a replacement for the incumbent position, it has been determined to be extremely difficult and we continue our search.

Contract Home Health Therapists

Provide off site home health care to those patients no longer in need of hospital care. These positions manage a patient caseload and provide therapist care in accordance with State and Federally mandated Home Health Care regulatory and reimbursement requirements. Employees drive to patient's homes in San Bernardino, West End (Rancho Cucamonga, Ontario), and desert areas (Victorville, Hesperia, Lucerne Valley, and Adelanto). This allows the hospital to see more critically ill patients.